

Central Intelligence Agency



Washington, D.C. 20505

11 April 2019

Ms. Beryl Lipton
MuckRock News
DEPT MR 70806
411A Highland Avenue
Somerville, MA 02144

Reference: F-2019-01285

Dear Ms. Lipton:

On 25 March 2019, the office of the Information and Privacy Coordinator received your 25 March 2019 correspondence requesting records under the Freedom of Information Act. This is a quick acknowledgement to advise you that we received your request. Specifically, your request is for the **following materials related to the funding, staffing, and activities of this FOIA office:**

1. **For the years 2017, 2018, and 2019, all budget materials or plans applicable to offices responsible for processing and response to FOIA requests and appeals submitted to this Bureau and its offices.**
2. **For the years 2017 and 2018, staffing reports and plans, including the count of employee numbers and for offices responsible for processing and responses to FOIA requests and appeals submitted to this Bureau and its offices.**
3. **All staffing reports and plans for the year 2019.**
4. **Contact information, including email addresses and phone numbers (if available) for each FOIA officer currently tasked with an open public records request.**
5. **For the years 2017 and 2018, the designated category of each requester of a FOIA request to this office, including those assigned to the following categories:**
 - a. **Commercial;**
 - b. **Educational and noncommercial scientific institutions;**
 - c. **Representative of news media requester;**
 - d. **All other requesters.**
6. **For the years 2017 and 2018, the number of fee waivers granted by this office and, if available, the tracking numbers for the FOIA requests to which waivers were granted.**

- 7. For the years 2017 and 2018, any report capturing the following information:**
- a. Total estimated processing and copy fees quoted to FOIA requesters;**
 - b. Total processing and copy fees collected by this Bureau from each fee category;**
 - c. FOIA tracking number;**
 - d. Requester fee category;**
 - e. Amount processing and copy fees associated with the request;**
 - f. The status of the requester's payment for the request.**

Your request was assigned the reference number above. Please use this number when corresponding so that we can identify it easily.

Our officers will review and process your request in more detail and will only communicate to you if they should encounter any problems or if they cannot begin the search without additional information or clarification. We will search for CIA-originated records up to and including the date the Agency starts its search.

Sincerely,

A handwritten signature in black ink, appearing to read "Riggs Monfort". The signature is stylized with a large, sweeping initial "R" and "M".

Riggs Monfort
Information and Privacy Coordinator